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## **Library Trustees Minutes 04-09-2002**

### **Robbins Library Board of Trustees**

April 9, 2002

#### Call to order

The meeting was called to order at 7:40 PM. Attending were trustees David Castiglioni, Patricia Deal, Barbara Muldoon, Frank Murphy, Joyce Radochia and Susan Ruderman. Katharine Lawrence was absent. Also attending were library director Maryellen Loud, assistant director Cynthia Diminture and Nancy Gentile, Head of Adult Services.

#### Approval of minutes

The minutes of the February 26<sup>th</sup> meeting were approved as written on a motion by Mr. Murphy; seconded by Ms. Ruderman. Regarding the minutes of the March 12<sup>th</sup> meeting, the spelling of Mr. Bergquist's name was corrected in the paragraph on the Robbins Print Collection. The corrected minutes were approved on a motion by Mr. Murphy; seconded by Ms. Ruderman.

#### Communications

Reports were received from library staff members Susie Neubauer and Marianne Uttam about the Public Library Association Conference that they recently attended in Arizona. Both enjoyed the conference and found the programs very useful.

Ms. Loud reminded the trustees that Wednesday, April 10<sup>th</sup> is Library Legislative Day. She has appointments with Representative Marzilli and an aid for Senator Havern.

A letter was received from St. Agnes School thanking Judi Paradis and the Russell Fund for their support of the author program visit by Michael Glaser on January 25<sup>th</sup>.

#### Robbins Print Collection

Nancy Gentile gave a report on the status of the Robbins Print Collection project. Ms. Gentile recommends sending all of the selections made by representatives of Dowling College. Discussion took place about whether to loan the portrait of Pope Innocent IX, which has the greatest value. Ms. Ruderman made a motion; seconded by Ms. Deal to send the selected prints, minus the Pope Innocent portrait. Passed unanimously. Ms. Gentile presented the trustees with a draft of the loan agreement. There was discussion about how to make certain that each school's document is signed by a person with the legal responsibility to do so. A cover letter to go with the package would be one way to insure this. Ms. Ruderman volunteered to find out the proper legal entity for each of the four schools to which the prints will be loaned. Ms. Gentile also discussed with the trustees the issue of storage for the prints not being loaned. More discussion of this issue will take place at the May meeting. As for the future of the print collection project, the trustees must decide whether to engage in further loans of the prints to art schools. Also, Ms. Loud recommended that the board hire a part-time curator if they are interested in additional projects regarding the prints.

### Trust fund budget report

The status report, prepared by Ellen Porretta, the library bookkeeper, was distributed and Ms. Muldoon gave the explanation. The report now includes an "encumbered" column. There is an available balance in the trust fund budget for FY02 of \$17,102.

### Russell Fund budget report

Mr. Castiglioni reported that through March, a sum of \$30,441 has been spent out of a total of \$35,329, leaving a balance of \$4,888. The entire amount has been earmarked for spending by the end of June.

### Preliminary discussion of Russell Fund FY2003

The Board reviewed the wording of the donor agreement for the Russell Fund in light of the potential reductions in the municipal budget for FY 2003.

### Author program

The program with Ruth Foster was very well attended and well received. Sue Miller is under consideration for the fall program but attempts to contact her have been so far unsuccessful. Other trustee choices are Elizabeth McCracken, Mameve Medwed or Alan Lupo and Caryl Rivers.

### Friends of the Library update

The author program in March with Patricia Thomas was excellent but not as well attended as was hoped. The planned murder mystery fundraiser has been postponed until October. A return visit by Michael Tougias has been arranged for October 15<sup>th</sup> when he will present a narrated slide program on the history of the Quabbin Reservoir and outdoor humor. April is Friends membership month. Renewal forms will be sent to all applicants and new members will be solicited.

### July 3<sup>rd</sup>

Ms. Deal made a motion; seconded by Mr. Murphy, to close both the Robbins and Fox libraries at 5PM on Wednesday, July 3<sup>rd</sup>. This has been past practice. Passed unanimously.

### Annual report

The annual report for the public was distributed. The full report is available at the Reference desk and on the library's web site.

### Other

Ms. Ruderman brought up two items for future consideration. 1. An event in the summer of 2004 to commemorate the ten-year anniversary of the completion of the library building project. 2. The possibility of approaching Little Brown Publishers (AOL Time-Warner) for funding. James Brown, the founder of Little Brown, was one of the library's early book selectors.

### Adjournment

The meeting was adjourned at 9:55 PM on a motion by Mr. Murphy; seconded by Ms. Muldoon. The next meeting will be held on Tuesday, May 14<sup>th</sup> at 7:30 PM.

Respectfully submitted,

Cynthia Diminture